

MIAMI COUNTY COMMISSIONERS  
25 N. BROADWAY  
PERU, IN 46970  
MINUTES  
03-07-11

Commissioner Boyer opened the meeting.

**MIAMI COUNTY CHAMBER OF COMMERCE**

Sandy Chittum brought to the Board a letter she received from a citizen regarding the sycamore trees on 31.

Mrs. Chittum also requested that the Commissioners consider appointing her to the MCEDA Board. Commissioner Boyer stated that by law the appointments have to be balanced by political party but they would keep the request under consideration for future appointments.

**PITNEY BOWES**

Becky Morris, Treasurer, Sara McAuliffe, Assessor, and Samantha Ward, Solid Waste, brought in Pitney Bowes to discuss leasing equipment to print in house mass documents such as tax bills, form 11's, and solid waste billing/flyers. There would be 2 pieces of equipment, a copier and separate machine that would fold, stuff, sort, and add bulk rate postage to the envelopes. Commissioner Boyer requested an explanation of how the equipment would benefit the individual office represented. Mrs. Ward shared that it would help reduce the time and manpower that it currently takes to print, sort, and stuff the Solid Waste bills. Mrs. McAuliffe also stated that it would reduce the manpower needed for printing, sorting, and stuffing the form 11's that she is required to mail each year. Currently it takes her entire staff 4 days to complete this job where this equipment could do it in a couple of hours. Mrs. Morris feels that by bringing the tax printing in house there would not be a rush to get the file to the outside vendor currently processing the tax bills. The lease would be for 5 years at \$2546.00 per month (\$152,760.00 for life of lease). Chief Deputy Auditor, Mary Milroy stated that while the equipment would be beneficial in reducing manpower, but she was concerned with the timing and having the equipment in place, process implemented all while maintaining on time tax billing for 2010/2011. Ms. Milroy was also concerned with the Board moving forward without working out the details of who was going to be responsible for payment and how the billing would be charged to Solid Waste, as they are a separate entity not tied to county government. Ms. Milroy also asked about the contract signed at the February 7, 2011 meeting with Proforma and asked if there would be any charges for breaking the contract. Mrs. Morris stated it was just an agreement and there would be no cost to county for not honoring the agreement. Commissioner Francis asked Mrs. Morris if there was an issue with the equipment or processing would there still be time to send file to the outside vendor and maintain on time tax billing. Mrs. Morris stated there would be time to do so. Commissioner Francis made a motion to lease the equipment and the cost be divided amongst the 3 offices based on usage. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0.

Commissioner Faust made a motion to have Commissioner Boyer sign the contract for the lease with Pitney Bowes. Commissioner Francis 2<sup>nd</sup> the motion and it passed 3-0.

**CITIZEN**

A citizen came to voice a complaint over road 550 S and how the road was in desperate need of repair. Sam Waltz, Highway Superintendent was present and stated he was aware of the issue and thanked the citizen for bringing it to his attention.

**COUNTY ATTORNEY**

Pat Roberts advised the Board that he was still working on outstanding issues.

**HIGHWAY**

Sam Waltz, Highway Superintendent requested to set the date for bids for highway materials. Mr. Waltz requested that bids be accepted until 4/11/11 and would be awarded on 4/18/11. Commissioner Faust made a motion to accept the specifications for the

highway bids and dates as presented by Mr. Waltz. Commissioner Francis 2<sup>nd</sup> the motion and it passed 3-0.

#### IT

John Powell, IT Director requested that the Board institute a virtual private network policy to be added to the handbook. There has been an increase in individuals requesting access to the network from remote locations. The policy would require all elected officials and employees fill out a written request for access to the network offsite and would require approval before IT could issue a VPN.

Mr. Powell also advised the Board that there is a major upgrade for VMware needed for the servers. Mr. Powell requested that Tony Ashby, a contractor through Dell, be hired to come in and provide assistance and training during the process. The cost would be \$4030.00. Commissioner Francis made a motion to bring in Tony Ashby to upgrade the VMware for \$4030.00. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0.

#### CHILI CEMETERY

John Livengood came to the Board inquiring about reimbursement for mowing fees of the Chili Cemetery. Mr. Livengood stated that over a 5 year period that the fees are approximately \$1900.00 and if reimbursement was not made the Chili Cemetery would be required to cash in CD's. A request was made to the Richland Township Trustee but Mr. Livengood was advised that it had not been budgeted and would have to wait until next year. The Board advised Mr. Livengood to contact the Cemetery Board to determine who is responsible for the reimbursement.

#### 9-1-1

Carol Harbison, 9-1-1 Director, updated the Board about the meeting regarding the Cisco phone system.

Mrs. Harbison also shared that the new computers for 9-1-1 have been installed but there is an issue with the computers fitting in the dispatcher stations. They have made a temporary fix but the issue needs to be addressed to not risk damaging the new equipment.

#### EMA

Kris Marks, EMA Director received the grain bin kits on 3/4/11. Mr. Marks would like to schedule a time to have the Board and Peru Tribune write an article on the kits.

Mr. Marks also requested permission to be the fiscal agent for a grant through the Department of Homeland Security. The permission would require the county to front the \$80,000.00 until the reimbursement is received. Mr. Marks explained that by allowing him to be the fiscal agent it provides the opportunity to obtain equipment for public safety without additional cost to the county. Commissioner Francis made a motion allowing Mr. Marks/Miami County to be the fiscal agent for District 3 for the 2011 ACAMS grant. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0.

#### MIKE SAINÉ

Mike Saine brought in the end of year Anthem report and reviewed the information with the Board.

#### PROBATION

Susan Rice, Probation Officer, came to the Board on behalf of the Child Abuse Council requesting to tie blue ribbons to the tree on the NW corner of the courthouse. Commissioner Francis made a motion to allow the Child Abuse Council to tie the ribbons to the tree. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0. Commissioner Boyer advised Ms. Rice to get with Sam Waltz to use a bucket truck in helping tie the ribbons.

#### RECORDER

Brenda Weaver, Recorder, stated that she would be going before the Council this month to give a financial update on the back scanning project in her office. Mrs. Weaver also asked about an ordinance for laptop usage as she has purchased a laptop to do the project

off site. The Commissioner advised Mrs. Weaver that they are currently working on updating the ordinance regarding offsite network usage.

#### DLZ

The Board received a bill for \$5640.00 for the renovation drawing on the old jail. Commissioner Faust made a motion to pay the invoice. Commissioner Francis 2<sup>nd</sup> the motion and it passed 3-0.

#### RECESS

Commissioner Francis made a motion to recess until 1:30pm. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0.

#### BACK IN SESSION

#### PAYROLL

Commissioner Francis made a motion to approve the payroll and Commissioner Faust 2<sup>nd</sup> the motion. Motion passed 3-0.

#### MINUTES

Commissioner Francis made a motion to approve the minutes. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0.

#### WIND FARM

Commissioner Francis reminded the Board about the upcoming trip to Monticello on March 17<sup>th</sup> to visit the wind farm.

#### ELEVATOR OPERATING CERTIFICATE INVOICE

The Board received an invoice for the elevator operating certificates. Commissioner Francis made a motion to process the invoice. Commissioner Boyer 2<sup>nd</sup> the motion and it passed 2-0. Commissioner Faust was out of the room.

#### YMCA

Dave Quick shared with the Board that they have selected DLZ out of South Bend as the contractor for the YMCA building project. Bruce Carson was introduced as the site manager. Mr. Quick stated that there needs to be an agreement between the Commissioners and Mr. Carson as the county will own the building and the YMCA will be leasing it. Pat Roberts, County Attorney has the documents for review and will forward to the Board when ready for signatures. Commissioner Faust made a motion to have Commissioner Francis sign the document between Miami County Commissioners and Mr. Bruce Carson who would be overseeing the project. Commissioner Boyer 2<sup>nd</sup> the motion and it passed 3-0.

#### OLD JAIL

Commissioner Faust updated the Board about a few leaks that needed fixed on some pipes at the old jail. There are more repairs to be completed but requires draining the pipes and currently the sump pump is not working. Commissioner Faust is still working on logistics of getting the problem corrected.

#### DOG TAGS

There was an issue involving the purchase of several dog tags and whether or not the individual was required to have a kennel license. The Board discussed with Tammy Gamble, Planning and Zoning Secretary the issue of determining if the individuals are zoned properly. Ms. Gamble will prepare a form that can be used when issuing the dog tags with criteria that is used in making that determination. The Board will review the document when it is completed.

#### OLD GENERATOR

The Board received a written request from John Heeter to purchase the generator at the old jail. Mr. Heeter offered \$400 that included purchase, removal, and cleaning of debris. Commissioner Francis made a motion to accept the proposal. Commissioner Faust 2<sup>nd</sup> the motion and it passed 3-0.

ANIMAL CONTROL

The Board received the February 2011 Animal Control Report.

IDEM Notices

The Board received and reviewed IDEM notices.

NORTH CENTRAL CO-OP

The Board received a form that needed completed for the gas usage at North Central Co-Op. The letter requested verification that we are a governmental unit and are not required to pay sales tax. Commissioner Faust made a motion to have Commissioner Boyer sign the form. Commissioner Francis 2<sup>nd</sup> the motion and it passed 3-0.

Commissioner Faust motioned to adjourn the meeting. Commissioner Francis 2<sup>nd</sup> the motion. Motion passed 3-0.

**Adjourned**

**MIAMI COUNTY BOARD OF COMMISSION**

\_\_\_\_\_, **Chairman**  
**C. Craig Boyer**

\_\_\_\_\_, **Vice Chairman**  
**H. Jon Faust**

\_\_\_\_\_, **Member**  
**Joshua Francis**

**Attest:** \_\_\_\_\_, **Chief Deputy Auditor**  
**Mary Milroy**